Minutes
NV IT Operations Committee (NITOC)

DATE	May 27, 2004
TIME	1:30 PM
LOCATION	Kinkead Conference Room, Carson City
RECORDER	Maggie Thorne/Rose Gillie

ATTENDANCE

Chair Name	Present	Co-Chair Name	Present
Terry Savage, Chair E-Gov	✔	Bob Beers, Co-Chair E-Gov	
Mike Hillerby, Chair, Strategic Plan		Alisanne Maffei, Co-Chair, Strategic Plan	✔
Kathy Ryan, Chair, ITPOC		Roberta Roth, Co-Chair, ITPOC	
Janice Rhode, Chair, IT Workforce	✔	Kathy Comba, Co-Chair, IT Workforce	
Mark Blomstrom, Chair, Tech. Standards & Architecture		Dave McTeer, Co-Chair, Tech. Standards & Architecture	✔
Teri J. Mark, Chair, NERC	✔	Vacant, Co-Chair NERC	
Alan Rogers, Chair Justice IT Integration	✔	Vacant, Co-Chair Justice IT Integration	
Randy Potts, Chair, Security		Jerry Beauchamp, Co-Chair, Security	✔

Other attendees

Name	Name

CALL TO ORDER
Terry Savage called the meeting to order at 1:30 pm.

REVIEW OF MINUTES AND AGENDA CHANGES
A MOTION WAS MADE BY TERI MARK AND SECONDED BY JANICE RHODE TO APPROVED THE MINUTES FROM THE FEBRUARY 12, 2004 MEETING. MOTION CARRED.

CHAIRMAN REPORT
- Dave McTeer indicated that the IT Optimization Study (ITOS) was progressing well and results will be in at the end of June. The Team is currently addressing large agencies. They received 35 responses from the smaller agencies out of 43 – 75% return. Terry Savage commented that the recommendations from the Team will be reviewed by himself, Dave McTeer and Mike Hillerby and they would make specific recommendations to the ITPOC which will then be rolled into the Governor's Recommends.
- Terry indicated that the IT Advisory Board's role has been revised to be more tangible…ITAB will be reviewing work programs and IT issues prior to Interim Finance Committee meetings. Meetings of ITAB will be scheduled one week prior to IFC in the future.
- Terry commented that DoIT has responded to a recent LCB Audit and that they (DoIT) are in agreement to make the changes recommended but indicated to LCB how long and what resources would be necessary to comply.
- Terry brought the Committee up to date on TIRS received. He indicated that many agencies

submitted project requests for video conferencing and e-payment and that those requests are being considered for consolidation into one with an enterprise solution. ITSPC will be reviewing all TIRS at their June 15th meeting.

DECISIONS[1]

Item No.	Decision
1.	A Change control request submitted by Donna Crutcher amending Section 2.0 of PSP 4.03 and 4.65 to read: "This standard applies to all state agencies meeting the requirements identified in the State IT Security Policy, Section 2.0 Scope". **THE CHANGE CONTROL REQUEST WAS APPROVED AS SUBMITTED.**
2.	An Exemption Request Form was submitted by Dave McTeer on behalf of the NEATS and NEBS Systems for exemption to PSP 4.61 (Password). **THE EXEMPTION WAS APPROVED FOR 90 DAYS (or up to August 27, 2004).**
3.	An Exemption Request Form was submitted by Shawn Curby on behalf of the Depts of Administration and Personnel for exemption to PSP 4.61 (Password). **THE EXEMPTION WAS APPROVED FOR 90 DAYS (or up to August 27, 2004).**
4.	**Peer-to-Peer File Sharing and Instant Messaging Standard 4.66(A)** presented by the Security Committee for approval was **TABLED**.
5.	**IT Operating System Patch & Upgrade Management 4.34(A)** presented by the Security Committee for approval was denied. NITOC requested that the Security Committee look at different options for password use.

AGENDA ITEMS

1.	
2.	

COMMITTEE REPORTS

1.	**IT Project Oversight** – In the absence of Robert Roth, Chair, no report was given.
2	**NERC** – Teri reported that on the activities of NERC.
3	**IT Work Force**- Janice Rhode provided an oral update on the Committee's activities.
4.	**Justice IT Integration –** Alan Rogers distributed a proposal for the Justice IT Integration Committee to NITOC members recommending a name change to "Integration Committee" and charge this committee with evaluating and recommending standards, grant requests, security and infrastructure that promotes and implements integration amongst state owned information systems. **NITOC approved the name change and asked that Alan head this Committee.**
5	**Strategic Planning** – Alisanne Maffei distributed a report of the Committee's activities to NITOC..
6	**Enterprise Architecture** –Terry reported that this Committee will be having their kick off meeting on July 19th.
7.	**Security**- Jerry Beauchamp, Co-Chair, reported in the absence of Randy Potts on the activities of the committee.
8.	**NCSC & Cyber Terrorisism** – In the absence of Mark Blomstrom, no report was given.

ACTION ITEMS[2]

Item	Opened	Description	Assigned	Due	Closed
9.	7/11/02	Draft inter-committee working relationship policy statement.	Terry Savage	Sometime Soon	
13.	12/11/03	ITPOC to send monthly report on project	Kathy Ryan	Being	

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[1] *Decision*: Reaching a conclusion… particularly in response to a course of action.
[2] *Action Item*: A commitment to complete an action or an assignment.

Item	Opened	Description	Assigned	Due	Closed
		status to Governor's Office		created.	

OTHER ISSUES
None

ADJOURNMENT
The meeting was adjourned at 3:00 pm.